

Vermont Cancer Coalition

**Quarterly Coalition Meeting
September 17, 2004
9 am – 1 pm**

**American Cancer Society
Williston, VT**

MEETING NOTES

Attending: (42 of 91 members)

Ali Johnson, VDH; Amy Yavitz, ACS; Ann Gray, FAHC; Anne Ireland, FAHC; Annette Blanchard, FCHHH; Brenda Smith, VDH; Bryan Wemple, VDH; Carol Miklos, VCC; Christine van Vleck, VDH; David Cranmer, Leukemia Society; Debbie Dameron, ACS; Dorothy Lovering, ACS; Helen Spring, CVMC; Jairo Blanco, VT Latin Alliance; James Wallace, VCC; Joanne Fedele, NCH; Joe Arioli, CHC; John Campbell, VT Ethics Network; John Olson, VDH; Judy Murphy, ACS; Karen Garbarino, VDH; Karim Slifka, Bi-State Primary Care Assn.; Katrina Pelkey, VDH; Laurel Decher, VDH; Leigh Sampson, ACS; Marianne Ward; Mark Plante, VCC; Michelle Leno, CVMC; Moira Cook, VDH; Penrose Jackson, FAHC; Pete Holman; Peter Cobb, VAHHA; Robert Northrup; Roseanne Palmer, CVMC; Runesha Muderhwa, VDH; Russell Leshne, Cancer Info Service of NE; Seline Skoug, Casting for Recovery; Sharon Gutwin, RehabGym; Summer Ladd, FAHC; Susan Coburn, VDH; Suzanne Kelley, VDH; Tom Ketcham, ACS.

Welcome

Debbie Dameron, VP for Cancer Control at ACS, welcomed everyone to their new office space, and invited Coalition members to use this space for Coalition-related meetings. The space has teleconference, video conference, and wireless networking technology; as well as large and medium size conference rooms. There is ample free parking and a restaurants downstairs.

Introductions & Overview of the day

John Olson, Coordinator of CCC at VDH, had attendees introduce themselves briefly. About 20 attendees were new to the Coalition; quite a few are survivors of cancer. Steering Committee members and workgroup Co-chairs also introduced themselves.

John reviewed the agenda for the day, the printed materials in folders, and talked about lunch arrangements. He also provided a brief history of cancer planning in Vermont, our progress to date, and how our work coordinates with other chronic disease planning efforts and the Vermont Blueprint for Health.

Guest speaker

Unfortunately, our guest speaker, Ellen Fein, Cancer Coach, cancer survivor and workgroup chair, was not able to attend the meeting due to illness.

The Big Picture & Tasks for today

John reviewed our timeline for future work and the tasks for workgroups today. The four workgroups spent the remaining time on the following tasks: prioritizing issues, drafting problem statements; refining goals & objectives; beginning to identify strategies, partners, timelines; and set date(s) for follow-up workgroup meetings. Workgroups continued their efforts through lunch.

Instead of progress reports from individual workgroups, we spent some time in more general discussions and announcements. A complete set of goals, objectives and strategies will be compiled, reviewed by the steering committee and distributed to all members prior to our **January 12th meeting**.

Twenty-three attendees completed evaluations, which are summarized below.

We adjourned around 1 pm.

Submitted by John Olson, CCC Coordinator, VDH

Vermont Cancer Coalition

Member Evaluation

Quarterly Coalition Meeting
Friday, September 17, 2004
American Cancer Society, Williston, VT

S U M M A R Y R E P O R T

42 Participants

23 Responses

Presentations		Very Unsatisfied	So-so	Satisfied	Very
- Overall , how satisfied are you with today's meeting?		1	2	3	4 5
Comments:	NA: 1		2	10	10
- How useful was the presentation on Surviving Cancer to you?		1	2	3	4 5
Comments:	NA: 20			1	2
[Speaker ill, unable to attend.]					
#21: "Too bad we couldn't hear her; Hope she is feeling better."					
- How useful was the Big Picture, Timeline & Next Steps to you?		1	2	3	4 5
Comments:	NA: 1		3	15	4
#9: "Am familiar from previous meetings."					
- How useful were the Progress Reports to you?		1	2	3	4 5
Comments:	NA: 3		2	10	8
Workgroups					
- How useful was the Workgroup time to you today ?		1	2	3	4 5
Comments:	NA: 0		1	9	13
#12: "Very useful, but even more time would be better."					
#9) "We tried to stay on track, were successful overall."					
- How useful has the Workgroup time been to you since June 14th ?		1	2	3	4 5
Comments:	NA: 10		3	7	3
#12: "Same as above: (Very useful, more time would be better)."					
#9: "We communicated via email, and had already accomplished a lot at June 14 meeting."					
#5: "I didn't attend June 14."					
#16: "NA, first one."					
#18: "First time."					
Coalition					
- How satisfied are you with membership in the Cancer Coalition?		1	2	3	4 5
Comments:	NA: 2			9	12
#14: "Excellent. Very pleased to be invited."					
#9: "Quite a bit of diversity and statewide representation."					
#1: "More consumer input."					
- Do communications between quarterly meetings of the Coalition meet your expectations?		1	2	3	4 5
Comments:	NA: 7		2	8	6
#9: "Very thorough;" #12: "We could do better at the workgroup level;" #1: "1 st day"; #16 "1 st one."					

Refreshments

- Did the **coffee and refreshments** meet your expectations? 1 2 3 4 5

Comments: **NA: 1** **9** **13**

#6: "Good." #9: "Thanks!" #22: "Need more bottled water next time, & Juice, diet coke, coffee."

- Did the **lunch** meet your expectations?

1 2 3 4 5

Comments: **NA: 1** **1** **10** **11**

#6: "Good." #9: "Thanks!" #11: "Bruised apples."

Facilities

How satisfied are you with the **meeting space** today? 1 2 3 4 5

(Consider Lighting, seating, sound, temp, ventilation) **NA: 1** **7** **15**

#9: "Great Space" #14: "Great facility" #10: "Too cool."

How satisfied were you with the **parking** here?

1 2 3 4 5

Comments: **NA: 1** **1** **1** **5** **15**

#9: "Very easy. Thanks for choosing this location."

#8: "Should have warned people about parking prior to arriving."

#22: "Need better info ahead of time." #18: "Just grabbed a space – not sure if okay."

What did you like **most** about today's meeting? #4: "Very good." #10: "Good pace."

#2: "We got a lot done." #8: "Hearing other groups' progress." #13: "Updating members."

#1: "Work groups." #17: "Workgroup breakout." #22: "Workgroup" #7: "Group discussions."

#12: "Exchange of ideas very helpful." #15: "Dialogue was very good"

#9: "Networking with others, completing our task for the day"

#14: "Networking, collaboration of efforts." #18: "Great collaboration" #11: "Meeting new people."

#21: "Representatives from many places." #6: "Wide variety of agencies represented."

What did you like **least** about today's meeting? #6: "Nothing." #9: "Can't think of anything."

#2: "A bit chaotic, large group, hard to hear, lots of side conversations."

#1: "Side conversations in workgroups." #15: "Better ground rules for groups."

#12: "Could have been longer." #10: "Too cool."

Any suggestions for **future meetings or communications** between meetings?

#9: "Email is great. Keep it up. Central VT is good; Like this site, easier than going into Burlington"

#12: "Longer meetings and/or more frequent workgroup meetings."

#1: "Set ground rules."

Your affiliation (Check all that apply.) ~ 40 Attendees; ___ First timers; 23 Responses;

2 Medical provider _2_ Medical administrator _0_ Cancer Survivor _1_ Family member

9 Health Dept staff _3_ Health educator _0_ Researcher _1_ Other VDH Volunteer

1 Health Ed @ Hosp _1_ Cancer registrar (#19, 20, 21) No Response _1_ E.D./Administrator

Recruiting New Members

Who else do you think should be involved in the Vermont Cancer Coalition?

Name _____ Name _____

Affiliation **#7: VT Coalition of People of Color** Affiliation **#22: Insurers** _____

Town/City _____ Town/City _____

Phone or email _____ Phone or email _____

#2: "Good job, John!" #9: "Thank you. I enjoy participating in task group!"